

LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

District Office – Tampa, Florida (813) 933-5571
Mailing Address – 3434 Colwell Avenue Suite 200, Tampa, Florida 33614
www.lynwoodcdd.org

**Board of Supervisors
Lynwood Community
Development District**

June 30, 2022

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Lynwood Community Development District will be held on **Friday, July 8, 2022 at 11:00 a.m.** at the Hilton Garden Inn, 4328 Garden Vista Drive, Riverview, FL 33578. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL**
- 2. AUDIENCE COMMENTS ON AGENDA ITEMS**
- 3. BUSINESS ADMINISTRATION**
 - A.** Consideration of Minutes of Board of Supervisors'
Meeting held on July 10, 2022 Tab 1
 - B.** Consideration of Operations & Maintenance
Expenditures for May 2022 Tab 2
- 4. BUSINESS ITEMS**
 - A** Public Hearing on Adopting FY 2022-2023 Budget
 - i.** Consideration of Resolution 2022-03; Adopting
Fiscal Year 2022-2023 Budget Tab 3
 - B.** Public Hearing on Adopting Levying of Assessments for
Fiscal Year 2022-2023
 - i.** Consideration of Resolution 2022-04 Levy of
Assessments Tab 4
 - C.** Consideration of Resolution 2022-05; Setting Fiscal Year
2022-2023 Meeting Schedule..... Tab 5
- 5. STAFF REPORTS**
 - A.** Landscape Update
 - B.** District Counsel
 - C.** District Engineer
 - D.** District Manager Tab 6
- 6. AUDIENCE COMMENTS**
- 7. SUPERVISOR REQUESTS**
- 8. ADJOURNMENT**

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to call us at (813) 933-5571.

Sincerely,

Debby Wallace

Debby Wallace
District Manager

Tab 1

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Lynwood Community Development District was held on **Friday, June 10, 2022 at 11:02 a.m.** at the offices of Lennar Homes, 4301 W. Boy Scout Blvd., Suite 600, Tampa FL 33607.

Present and constituting a quorum were:

Kelly Evans	Chairman
Laura Coffey	Vice-Chairman
Lori Campagna	Assistant Secretary

Also present were:

Debby Wallace	District Manager; Rizzetta & Co.
John Vericker	District Counsel; Straley Robin Vericker <i>(via conference call)</i>
Max Surin	Representation, Lennar
Eric Lewis	Representative, Fieldstone
Audience	None

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

The meeting was called to order and roll call performed, confirming that a quorum was present.

SECOND ORDER OF BUSINESS

Audience Comments

No Audience was present.

THIRD ORDER OF BUSINESS

Consideration of Minutes of Audit Committee Meeting held on May 10, 2022

Ms. Wallace presented the Minutes from the Audit Committee meeting held May 10, 2022.

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors approved, as presented, the Minutes of the Audit Committee meeting held on May 10, 2022, for the Lynwood Community Development District.

FOURTH ORDER OF BUSINESS

**Consideration of Minutes of Board of
Supervisors' Meeting held on May 10,
2022**

Ms. Wallace presented the Minutes from the Board of Supervisors' meeting held
May 10, 2022.

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of
Supervisors approved, as presented, the Minutes of the Board of Supervisors' meeting
held on May 10, 2022, for the Lynwood Community Development District.

FIFTH ORDER OF BUSINESS

**Ratification of Operations &
Maintenance Expenditures for April
2022**

Ms. Wallace presented the April 2022 Operation and Maintenance Expenditures to
the Board.

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of
Supervisors ratified the April 2022 (\$13,071.57) Operation and Maintenance
Expenditures, for the Lynwood Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Pond Mitigation
Maintenance Proposal**

On a Motion by Ms. Evans, seconded by Ms. Campagna, with all in favor, the Board of
Supervisors approved the Sitex updated proposal for full build out of six (6) ponds and
two (2) mitigation ponds for a total of \$840.00 per month, for the Lynwood Community
Development District.

SEVENTH ORDER OF BUSINESS

**Consideration of Landscape
Maintenance Addendum**

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of
Supervisors approved the Fieldstone Addendum for an additional \$1,500.00 per month
for a total of \$4,460.87/month or \$53,530.44/year, District Counsel will draft updated
contract, for the Lynwood Community Development District.

EIGHTH ORDER OF BUSINESS

**Consideration of One-Time
Bushhogging New Areas (under
separate cover)**

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors approved the Fieldstone One-Time Bushhogging proposal in the amount of \$4,100.00, for the Lynwood Community Development District.

NINTH ORDER OF BUSINESS

**Consideration of Conveying Phase 3A
and 3B to the District**

On a Motion by Ms. Coffey, seconded by Ms. Campagna, with all in favor, the Board of Supervisors approved to convey Phase 3A and 3B to Lynwood Community Development District, for the Lynwood Community Development District.

TENTH ORDER OF BUSINESS

**Presentation of Stormwater Needs
Analysis Report**

On a Motion by Ms. Evans, seconded by Ms. Coffey, with all in favor, the Board of Supervisors approved the Stormwater Needs Analysis Report prepared by Halff Associates and authorized Staff to submit to Hillsborough County, for the Lynwood Community Development District.

ELEVENTH ORDER OF BUSINESS

**Consideration of Resolution 2022-02;
Setting Landowner Election**

On a Motion by Ms. Campagna, seconded by Ms. Coffey, with all in favor, the Board of Supervisors approved Resolution 2022-02; Setting Landowner Election for November 1, 2022 at 11:00 a.m. at the Hyatt House Tampa Airport Westshore, 5308 Avion Park Drive Tampa, FL 33607 and \$310.00 room rental, for the Lynwood Community Development District.

TWELFTH ORDER OF BUSINESS

Staff Reports

A. Landscape Report

No report.

B. District Counsel

No report.

C. District Engineer

Not present.

D. District Manager

Ms. Wallace informed the Board that the next scheduled meeting will be held on Friday, July 8, 2022 at 11:00 a.m. at the Hilton Garden Inn, 4328 Garden Vista Drive, Riverview, FL 33578. The Final Budget will be presented. Ms. Wallace reminded the Board Supervisors to submit their Form1 to the County.

THIRTEENTH ORDER OF BUSINESS

Supervisor Requests

No supervisor requests.

FOURTEENTH ORDER OF BUSINESS

Adjournment

On a Motion by Ms. Campagna, seconded by Ms. Coffey, with all in favor, the Board adjourned the meeting at 11:19 a.m. for the Lynwood Community Development District.

Assistant Secretary

Chair / Vice Chair

Tab 2

LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

District Office - Citrus Park, Florida - (813)-933-5571

Mailing Address - 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614

lynwoodcdd.org

Operation and Maintenance Expenditures

May 2022

For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from May 1, 2022 through May 31, 2022. This does not include expenditures previously approved by the Board.

The total items being presented: **\$13,670.93**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Lynwood Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2022 Through May 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Absolute Engineering, Inc.	1291	21124	Engineering Services 04/22	\$ 117.50
BOCC	1292	9086894852 5/9	2303 Dandelion St Rclm 04/22	\$ 54.00
BOCC	1300	9086894852 5/22	2303 Dandelion St Rclm 05/22	\$ 96.51
Fieldstone Landscaping Services	1288	15621	Irrigation Repairs 04/22	\$ 65.00
Fieldstone Landscaping Services	1298	15763	Landscape Maintenance 05/22	\$ 2,468.00
Fieldstone Landscaping Services	1298	15764	Pond Landscaping 05/22	\$ 492.87
Kelly Evans	1297	KE051322	BOS Supervisor Pay Meeting 05/13/22	\$ 200.00
Lori Campagna	1296	LCP051322	BOS Supervisor Pay Meeting 05/13/22	\$ 200.00
Paulo Beckert	1295	PB051322	BOS Supervisor Pay Meeting 05/13/22	\$ 200.00
Rizzetta & Company, Inc.	1289	INV0000067862	District Management Fees 05/22	\$ 4,027.00
Sitex Aquatics	1299	6115B	Monthly Lake Maintenance 05/22	\$ 495.00
Straley Robin Vericker	1290	21362	Legal Services 04/22	\$ 1,702.45
Straley Robin Vericker	1301	21521	Legal Services 05/22	\$ 674.50

Lynwood Community Development District

Paid Operation & Maintenance Expenditures

May 1, 2022 Through May 31, 2022

<u>Vendor Name</u>	<u>Check Number</u>	<u>Invoice Number</u>	<u>Invoice Description</u>	<u>Invoice Amount</u>
Tampa Bay Times	1293	0000223792 05/04/22	Legal Advertising 05/04/22	\$ 378.00
TECO	1294	211018276116 2/11	2282 NE 19th Ave Columns 04/22	\$ 37.14
TECO	1294	211018542954 2/11	Subdivision on 19th Ave Lights 04/22	\$ 1,262.76
TECO	1294	211018619067 2/11	2398 NE 19th Ave Sign 04/22	\$ 27.64
TECO	1294	221008015820 2/11	Lynwood Ph2 On 19th Ave Lights 04/22	\$ 811.78
TECO	1294	221008163679 2/11	Lynwood Ph3 On 19th Ave Lights 04/22	<u>\$ 360.78</u>
Report Total				<u>\$ 13,670.93</u>

Tab 3

RESOLUTION 2022-03

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LYNWOOD COMMUNITY DEVELOPMENT DISTRICT ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022, AND ENDING SEPTEMBER 30, 2023; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the District Manager submitted, prior to June 15th, to the Board of Supervisors (“**Board**”) of the Lynwood Community Development District (“**District**”) a proposed budget for the next ensuing budget year (“**Proposed Budget**”), along with an explanatory and complete financial plan for each fund, pursuant to the provisions of Sections 189.016(3) and 190.008(2)(a), Florida Statutes;

WHEREAS, the District filed a copy of the Proposed Budget with the local governing authorities having jurisdiction over the area included in the District at least 60 days prior to the adoption of the Proposed Budget pursuant to the provisions of Section 190.008(2)(b), Florida Statutes;

WHEREAS, the Board held a duly noticed public hearing pursuant to Section 190.008(2)(a), Florida Statutes;

WHEREAS, the District Manager posted the Proposed Budget on the District’s website at least 2 days before the public hearing pursuant to Section 189.016(4), Florida Statutes;

WHEREAS, the Board is required to adopt a resolution approving a budget for the ensuing fiscal year and appropriate such sums of money as the Board deems necessary to defray all expenditures of the District during the ensuing fiscal year pursuant to Section 190.008(2)(a), Florida Statutes; and

WHEREAS, the Proposed Budget projects the cash receipts and disbursements anticipated during a given time period, including reserves for contingencies for emergency or other unanticipated expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Section 1. Budget

- a. That the Board has reviewed the Proposed Budget, a copy of which is on file with the office of the District Manager and at the District’s records office, and hereby approves certain amendments thereto, as shown below.
- b. That the Proposed Budget as amended by the Board attached hereto as **Exhibit A**, is hereby adopted in accordance with the provisions of Section 190.008(2)(a), Florida Statutes, and incorporated herein by reference; provided, however, that the comparative figures contained in the adopted budget may be subsequently revised as deemed necessary by the District Manager to reflect actual revenues and expenditures for fiscal year 2021-2022 and/or revised projections for fiscal year 2022-2023.
- c. That the adopted budget, as amended, shall be maintained in the office of the District Manager and at the District’s records office and identified as “The Budget for the

Lynwood Community Development District for the Fiscal Year Beginning October 1, 2022, and Ending September 30, 2023.”

- d. The final adopted budget shall be posted by the District Manager on the District’s website within 30 days after adoption pursuant to Section 189.016(4), Florida Statutes.

Section 2. Appropriations. There is hereby appropriated out of the revenues of the District (the sources of the revenues will be provided for in a separate resolution), for the fiscal year beginning October 1, 2022, and ending September 30, 2023, the sum of \$_____, which sum is deemed by the Board to be necessary to defray all expenditures of the District during said budget year, to be divided and appropriated in the following fashion:

Total General Fund	\$ _____
<i>Total Reserve Fund [if Applicable]</i>	\$ _____
Total Debt Service Funds	\$ _____
Total All Funds*	\$ _____

*Not inclusive of any collection costs or early payment discounts.

Section 3. Budget Amendments. Pursuant to Section 189.016(6), Florida Statutes, the District at any time within the fiscal year or within 60 days following the end of the fiscal year may amend its budget for that fiscal year as follows:

- a. The Board may authorize an increase or decrease in line item appropriations within a fund by motion recorded in the minutes if the total appropriations of the fund do not increase.
- b. The District Manager or Treasurer may authorize an increase or decrease in line item appropriations within a fund if the total appropriations of the fund do not increase and if the aggregate change in the original appropriation item does not exceed \$10,000 or 10% of the original appropriation.
- c. Any other budget amendments shall be adopted by resolution and be consistent with Florida law. This includes increasing any appropriation item and/or fund to reflect receipt of any additional unbudgeted monies and making the corresponding change to appropriations or the unappropriated balance.

The District Manager or Treasurer must establish administrative procedures to ensure that any budget amendments are in compliance with this section and Section 189.016, Florida Statutes, among other applicable laws. Among other procedures, the District Manager or Treasurer must ensure that any amendments to budget(s) under subparagraph c. above are posted on the District’s website within 5 days after adoption pursuant to Section 189.016(7), Florida Statutes.

Section 4. Effective Date. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Passed and Adopted on July 8, 2022.

Attested By:

**Lynwood
Community Development District**

Print Name: _____
Secretary/Assistant Secretary

Print Name: _____
Chair/Vice Chair of the Board of Supervisors

Exhibit A: FY 2022-2023 Adopted Budget



Rizzetta & Company

Lynwood Community Development District

Lynwoodcdd.org

Proposed Budget

Fiscal Year 2022/2023

Table of Contents

	<u>Page</u>
General Fund Budget for Fiscal Year 2022/2023	1
Debt Service Fund Budget for Fiscal Year 2022/2023	2
Assessments Charts for Fiscal Year 2022/2023	3
General Fund Budget Account Category Descriptions	5
Debt Service Fund Budget Account Category Descriptions	8



Rizzetta & Company

<p style="text-align: center;">Proposed Budget Lynwood Community Development District General Fund Fiscal Year 2022/2023</p>								
	Chart of Accounts Classification	Actual YTD through 05/31/22	Projected Annual Totals 2021/2022	Annual Budget for 2021/2022	Projected Budget variance for 2021/2022	Budget for 2022/2023	Budget Increase (Decrease) vs 2021/2022	Comments
1								
2	REVENUES							
3								
4	Special Assessments							
5	Tax Roll*	\$ 202,405	\$ 202,405	\$ 201,000	\$ 1,405	\$ 325,858	\$ 124,858	
6	Off Roll	\$ 33,000	\$ 33,000	\$ 33,000	\$ -		\$ (33,000)	
7	Developer Contributions			\$ 39,488	\$ (39,488)		\$ (39,488)	
8	TOTAL REVENUES	\$ 235,405	\$ 235,405	\$ 273,488	\$ (38,083)	\$ 325,858	\$ 52,370	
9								
10								
11	TOTAL REVENUES AND BALANCE FORWARD	\$ 235,405	\$ 235,405	\$ 273,488	\$ (38,083)	\$ 325,858	\$ 52,370	
12								
13								
14	EXPENDITURES - ADMINISTRATIVE							
15								
16	Legislative							
17	Supervisor Fees	\$ 3,400	\$ 8,500	\$ -	\$ (8,500)	\$ 12,000	\$ 12,000	5 paid supervisors
18	Financial & Administrative							
19	Administrative Services	\$ 3,060	\$ 4,590	\$ 4,590	\$ -	\$ 4,774	\$ 184	
20	District Management	\$ 13,668	\$ 20,502	\$ 20,502	\$ -	\$ 21,322	\$ 820	
21	District Engineer	\$ 353	\$ 7,000	\$ 12,000	\$ 5,000	\$ 12,000	\$ -	Projection includes Stormwater Report \$4,500
22	Disclosure Report	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	
23	Trustees Fees	\$ 3,367	\$ 7,000	\$ 7,000	\$ -	\$ 7,000	\$ -	
24	Assessment Roll	\$ 5,100	\$ 5,100	\$ 5,100	\$ -	\$ 5,304	\$ 204	
25	Financial & Revenue Collections	\$ 2,448	\$ 3,672	\$ 3,672	\$ -	\$ 3,819	\$ 147	
26	Accounting Services	\$ 12,240	\$ 18,360	\$ 18,360	\$ -	\$ 19,094	\$ 734	
27	Auditing Services	\$ 5,129	\$ 5,000	\$ 5,000	\$ -	\$ 6,000	\$ 1,000	Berger Toombs \$4,550 FY22-FY24 + possible increases
28	Arbitrage Rebate Calculation	\$ -	\$ 500	\$ 500	\$ -	\$ 450	\$ (50)	
29	Public Officials Liability Insurance	\$ 2,481	\$ 2,481	\$ 2,599	\$ 118	\$ 2,977	\$ 378	Egis Estimate - updated/lowered from proposed
30	Legal Advertising	\$ 2,315	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	
31	Dues, Licenses & Fees	\$ 175	\$ 175	\$ 175	\$ -	\$ 175	\$ -	
32	Miscellaneous Fees	\$ -	\$ 1,500	\$ 2,500	\$ 1,000	\$ 2,500	\$ -	
33	Website Hosting, Maintenance, Backup (and Email)	\$ 2,338	\$ 3,100	\$ 2,700	\$ (400)	\$ 3,500	\$ 800	
34	Legal Counsel							
35	District Counsel	\$ 6,534	\$ 9,500	\$ 15,000	\$ 5,500	\$ 15,000	\$ -	
36								
37	Administrative Subtotal	\$ 67,608	\$ 106,980	\$ 109,698	\$ 2,718	\$ 125,915	\$ 16,217	
38								
39	EXPENDITURES - FIELD OPERATIONS							
40								
41	Electric Utility Services							
42	Utility Services	\$ 455	\$ 1,092	\$ 10,000	\$ 8,908	\$ 10,000	\$ -	
43	Street Lights	\$ 17,439	\$ 31,000	\$ 35,300	\$ 4,300	\$ 38,500	\$ 3,200	Phase 1 - 3B increased from \$38,000 from Proposed
44	Utility-Reclaimed Water Irrigation	\$ 608	\$ 1,500	\$ 3,000	\$ 1,500	\$ 3,000	\$ -	
45	Stormwater Control							
46	Aquatic Maintenance	\$ 3,960	\$ 10,000	\$ 10,000	\$ -	\$ 13,500	\$ 3,500	Increased from \$12k to add 2 mitigation ponds
47	Lake/Pond Bank Maintenance	\$ 5,000	\$ 5,000	\$ 4,000	\$ (1,000)	\$ 6,000	\$ 2,000	Annual pond ornamental grass maintenance.
48	Mitigation Area Monitoring & Maintenance	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	For additional maintenance or plantings.
49	Other Physical Environment							
50	General Liability Insurance	\$ 3,032	\$ 3,032	\$ 3,177	\$ 145	\$ 3,638	\$ 461	Egis Estimate - updated/lowered from proposed
51	Property Insurance	\$ 1,253	\$ 1,253	\$ 1,313	\$ 60	\$ 2,000	\$ 687	Egis Estimate -adding roundabout property
52	Entry & Walls Maintenance	\$ -	\$ 4,000	\$ 4,000	\$ -	\$ 7,000	\$ 3,000	Repairs and maintenance.
53	Landscape Maintenance	\$ 23,401	\$ 45,000	\$ 60,000	\$ 15,000	\$ 55,000	\$ (5,000)	\$4,460.87/mos or \$553,530.44/yr
54	Irrigation Maintenance & Repairs	\$ 1,887	\$ 2,000	\$ 8,000	\$ 6,000	\$ 8,000	\$ -	
55	Landscape - Mulch	\$ 4,875	\$ 4,875	\$ 5,000	\$ 125	\$ 10,000	\$ 5,000	Not included in the LM contract.
56	Landscape Replacement Plants, Shrubs, Trees	\$ 4,975	\$ 4,975	\$ 5,000	\$ 25	\$ 10,000	\$ 5,000	Not included in the LM contract.
57	Solar Street Light Cleaning	\$ -	\$ -			\$ 5,000	\$ 5,000	Once a year.
58	Miscellaneous Contingency	\$ -	\$ 5,000	\$ 10,000	\$ 5,000	\$ 23,305	\$ 13,305	Decreased from \$25k for final to match proposed budget.
59								
60								
61	Field Operations Subtotal	\$ 66,885	\$ 123,727	\$ 163,790	\$ 40,063	\$ 199,943	\$ 36,153	
62								
63	TOTAL EXPENDITURES	\$ 134,493	\$ 230,707	\$ 273,488	\$ 42,781	\$ 325,858	\$ 52,370	
64								
65	EXCESS OF REVENUES OVER EXPENDITURES	\$ 100,912	\$ 4,698	\$ -	\$ 4,698	\$ -	\$ -	

Lynwood Community Development District
Debt Service
Fiscal Year 2022/2023

Chart of Accounts Classification	Series 2019	Budget for 2022/2023
REVENUES		
Special Assessments		
Net Special Assessments ⁽¹⁾	\$364,494.57	\$364,494.57
TOTAL REVENUES	\$364,494.57	\$364,494.57
EXPENDITURES		
Administrative		
Financial & Administrative		
Debt Service Obligation	\$364,494.57	\$364,494.57
Administrative Subtotal	\$364,494.57	\$364,494.57
TOTAL EXPENDITURES	\$364,494.57	\$364,494.57
EXCESS OF REVENUES OVER EXPENDITURES	\$0.00	\$0.00

Hillsborough County Collection Costs (2%) and Early payment Discounts (4%)

6.00%

Gross assessments

\$387,430.45

⁽¹⁾ Maximum Annual Debt Service less Prepaid Assessments received

Notes:

Tax Roll Collection Costs and early Payment Discount is 6.0% of Tax Roll. Budgeted net of tax roll assessments. See Assessment Table.

LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2022/2023 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

2022/2023 O&M Budget		\$325,858.00
Collection Cost @	2%	\$6,933.15
Early Payment Discount @	4%	\$13,866.30
2022/2023 Total		<u>\$346,657.45</u>

2021/2022 O&M Budget	\$234,000.00
2022/2023 O&M Budget	\$325,858.00

Total Difference	<u><u>\$91,858.00</u></u>
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	<u>PER UNIT ANNUAL ASSESSMENT</u>		<u>Proposed Increase / Decrease</u>	
	<u>2021/2022</u>	<u>2022/2023</u>	<u>\$</u>	<u>%</u>
Debt Service - Single Family 40'	\$1,144.55	\$1,144.55	\$0.00	0.00%
Operations/Maintenance - Single Family 40'	\$797.87	\$1,111.08	\$313.21	39.26%
Total	\$1,942.42	\$2,255.63	\$313.21	16.12%
Debt Service - Single Family 50'	\$1,430.69	\$1,430.69	\$0.00	0.00%
Operations/Maintenance - Single Family 50'	\$797.87	\$1,111.08	\$313.21	39.26%
Total	\$2,228.56	\$2,541.77	\$313.21	14.05%

LYNWOOD COMMUNITY DEVELOPMENT DISTRICT

FISCAL YEAR 2022/2023 O&M AND DEBT SERVICE ASSESSMENT SCHEDULE

TOTAL O&M BUDGET		\$325,858.00
COLLECTION COSTS @	2%	\$6,933.15
EARLY PAYMENT DISCOUNT @	4%	\$13,866.30
TOTAL O&M ASSESSMENT		<u>\$346,657.45</u>

<u>LOT SIZE</u>	<u>UNITS ASSESSED</u>		<u>ALLOCATION OF O&M ASSESSMENT</u>				<u>PER LOT ANNUAL ASSESSMENT</u>		
	<u>O&M</u>	<u>2019 DEBT SERVICE ⁽¹⁾</u>	<u>EAU FACTOR</u>	<u>TOTAL EAU's</u>	<u>% TOTAL EAU's</u>	<u>TOTAL O&M BUDGET</u>	<u>O&M</u>	<u>2019 DEBT SERVICE ⁽²⁾</u>	<u>TOTAL ⁽³⁾</u>
<u>Platted Parcels</u>									
Single Family 40'	201	201	1.00	201.00	64.42%	\$223,327.39	\$1,111.08	\$1,144.55	\$2,255.63
Single Family 50'	67	66	1.00	67.00	21.47%	\$74,442.46	\$1,111.08	\$1,430.69	\$2,541.77
Total Platted	<u>268</u>	<u>267</u>		<u>268.00</u>	<u>85.90%</u>	<u>\$297,769.86</u>			
Single Family 50'	44	44	1.00	44.00	14.10%	\$48,887.59	\$1,111.08	\$1,430.69	\$2,541.77
Total Unplatted	<u>44</u>	<u>44</u>		<u>44.00</u>	<u>14.10%</u>	<u>\$48,887.59</u>			
Total Community	<u>312</u>	<u>311</u>		<u>312.00</u>	<u>100.00%</u>	<u>\$346,657.45</u>			

LESS: Hillsborough County Collection Costs (2%) and Early Payment Discounts (4%): **(\$20,799.45)**

Net Revenue to be Collected: **\$325,858.00**

⁽¹⁾ Reflects one (1) Series 2019 prepayment.

⁽²⁾ Annual debt service assessment per lot adopted in connection with the Series 2019 bond issue. Annual assessment includes principal, interest, Hillsborough County collection costs (if applicable) and early payment discount costs.

⁽³⁾ Annual assessment for platted lots will appear on November 2022 Hillsborough County property tax bill. Amount shown includes all applicable collection costs. Property owner is eligible for a discount of up to 4%.

GENERAL FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The General Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all General Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Interest Earnings: The District may earn interest on its monies in the various operating accounts.

Tax Roll: The District levies Non-Ad Valorem Special Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year. The assessments may be collected in two ways. The first is by placing them on the County's Tax Roll, to be collected with the County's Annual Property Tax Billing. This method is only available to land properly platted within the time limits prescribed by the County.

EXPENDITURES – ADMINISTRATIVE:

Supervisor Fees: The District may compensate its supervisors within the appropriate statutory limits of \$200.00 maximum per meeting within an annual cap of \$4,800.00 per supervisor.

Administrative Services: The District will incur expenditures for the day to today operation of District matters. These services include support for the District Management function, recording and preparation of meeting minutes, records retention and maintenance in accordance with Chapter 119, Florida Statutes, and the District's adopted Rules of Procedure, preparation and delivery of agenda, overnight deliveries, facsimiles and phone calls.

District Management: The District as required by statute, will contract with a firm to provide for management and administration of the District's day to day needs. These service include the conducting of board meetings, workshops, overall administration of District functions, all required state and local filings, preparation of annual budget, purchasing, risk management, preparing various resolutions and all other secretarial duties requested by the District throughout the year is also reflected in this amount.

District Engineer: The District's engineer provides general engineering services to the District. Among these services are attendance at and preparation for monthly board meetings, review of construction invoices and all other engineering services requested by the district throughout the year.



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Disclosure Report: The District is required to file quarterly and annual disclosure reports, as required in the District's Trust Indenture, with the specified repositories. This is contracted out to a third party in compliance with the Trust Indenture.

Trustee's Fees: The District will incur annual trustee's fees upon the issuance of bonds for the oversight of the various accounts relating to the bond issues.

Assessment Roll: The District will contract with a firm to prepare, maintain and certify the assessment roll(s) and annually levy a non-ad valorem assessment for operating and debt service expenses.

Financial & Revenue Collections: Services of the Collection Agent include all functions necessary for the timely billing and collection and reporting of District assessments in order to ensure adequate funds to meet the District's debt service and operations and maintenance obligations. The Collection Agent also maintains and updates the District's lien book(s) annually and provides for the release of liens on property after the full collection of bond debt levied on particular properties.

Accounting Services: Services include the preparation and delivery of the District's financial statements in accordance with Governmental Accounting Standards, accounts payable and accounts receivable functions, asset tracking, investment tracking, capital program administration and requisition processing, filing of annual reports required by the State of Florida and monitoring of trust account activity.

Auditing Services: The District is required annually to conduct an audit of its financial records by an Independent Certified Public Accounting firm, once it reaches certain revenue and expenditure levels, or has issued bonds and incurred debt.

Arbitrage Rebate Calculation: The District is required to calculate the interest earned from bond proceeds each year pursuant to the Internal Revenue Code of 1986. The Rebate Analyst is required to verify that the District has not received earnings higher than the yield of the bonds.

Public Officials Liability Insurance: The District will incur expenditures for public officials' liability insurance for the Board and Staff.

Legal Advertising: The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines.

Dues, Licenses & Fees: The District is required to pay an annual fee to the Department of Economic Opportunity, along with other items which may require licenses or permits, etc.

Miscellaneous Fees: The District could incur miscellaneous throughout the year, which may not fit into any standard categories.

Website Hosting, Maintenance and Email: The District may incur fees as they relate to the development and ongoing maintenance of its own website along with possible email services if requested.

District Counsel: The District's legal counsel provides general legal services to the District. Among these services are attendance at and preparation for monthly board meetings, review of operating and maintenance contracts and all other legal services requested by the district throughout the year.



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EXPENDITURES - FIELD OPERATIONS:

Electric Utility Services: The District will incur electric utility expenditures for general purposes such as irrigation timers, lift station pumps, fountains, etc.

Street Lights: The District may have expenditures relating to street lights throughout the community. These may be restricted to main arterial roads or in some cases to all street lights within the District's boundaries.

Water-Sewer Utility Services: The District will incur water/sewer utility expenditures related to district operations.

Aquatic Maintenance: Expenses related to the care and maintenance of the lakes and ponds for the control of nuisance plant and algae species.

Lake/Pond Bank Maintenance: The District may incur expenditures to maintain lake banks, etc. for the ponds and lakes within the District's boundaries, along with planting of beneficial aquatic plants, stocking of fish, mowing and landscaping of the banks as the District determines necessary.

Mitigation Area Monitoring & Maintenance: The District may be required to provide for certain types of monitoring and maintenance activities for various mitigation areas by other governmental entities.

General Liability Insurance: The District will incur fees to insure items owned by the District for its general liability needs

Property Insurance: The District will incur fees to insure items owned by the District for its property needs

Entry and Walls Maintenance: The District will incur expenditures to maintain the entry monuments and the fencing.

Landscape Maintenance: The District will incur expenditures to maintain the rights-of-way, median strips, recreational facilities including pond banks, entryways, and similar planting areas within the District. These services include but are not limited to monthly landscape maintenance, fertilizer, pesticides, annuals, mulch, and irrigation repairs.

Irrigation Repairs: The District will incur expenditures related to repairs of the irrigation systems.

Landscape Replacement: Expenditures related to replacement of turf, trees, shrubs etc.

Landscape - Mulch: Expenses related to the replacement of mulch.

Miscellaneous Contingency: Monies collected and allocated for expenses that the District could incur throughout the year, which may not fit into any standard categories.



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DEBT SERVICE FUND BUDGET ACCOUNT CATEGORY DESCRIPTION

The Debt Service Fund Budget Account Category Descriptions are subject to change at any time depending on its application to the District. Please note, not all Debt Service Fund Budget Account Category Descriptions are applicable to the District indicated above. Uses of the descriptions contained herein are intended for general reference.

REVENUES:

Special Assessments: The District may levy special assessments to repay the debt incurred by the sale of bonds to raise working capital for certain public improvements. The assessments may be collected in the same fashion as described in the Operations and Maintenance Assessments.

EXPENDITURES – ADMINISTRATIVE:

Bank Fees: The District may incur bank service charges during the year.

Debt Service Obligation: This would be a combination of the principal and interest payment to satisfy the annual repayment of the bond issue debt.



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Tab 4

RESOLUTION 2022-04

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE LYNWOOD COMMUNITY DEVELOPMENT DISTRICT IMPOSING ANNUALLY RECURRING OPERATIONS AND MAINTENANCE NON-AD VALOREM SPECIAL ASSESSMENTS; PROVIDING FOR COLLECTION AND ENFORCEMENT OF ALL DISTRICT SPECIAL ASSESSMENTS; CERTIFYING AN ASSESSMENT ROLL; PROVIDING FOR AMENDMENT OF THE ASSESSMENT ROLL; PROVIDING FOR CHALLENGES AND PROCEDURAL IRREGULARITIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Lynwood Community Development District (“**District**”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes for the purpose of providing, preserving, operating, and maintaining infrastructure improvements, facilities, and services to the lands within the District;

WHEREAS, the District is located in Hillsborough County, Florida (“**County**”);

WHEREAS, the Board of Supervisors of the District (“**Board**”) hereby determines to undertake various activities described in the District’s adopted budget for fiscal year 2022-2023 attached hereto as **Exhibit A (“FY 2022-2023 Budget”)** and incorporated as a material part of this Resolution by this reference;

WHEREAS, the District must obtain sufficient funds to provide for the activities described in the FY 2022-2023 Budget;

WHEREAS, the provision of the activities described in the FY 2022-2023 Budget is a benefit to lands within the District;

WHEREAS, the District may impose non-ad valorem special assessments on benefited lands within the District pursuant to Chapter 190, Florida Statutes;

WHEREAS, such special assessments may be placed on the County tax roll and collected by the local Tax Collector (“**Uniform Method**”) pursuant to Chapters 190 and 197, Florida Statutes;

WHEREAS, the District has, by resolution and public notice, previously evidenced its intention to utilize the Uniform Method;

WHEREAS, the District has approved an agreement with the County Property Appraiser (“**Property Appraiser**”) and County Tax Collector (“**Tax Collector**”) to provide for the collection of special assessments under the Uniform Method;

WHEREAS, it is in the best interests of the District to proceed with the imposition, levy, and collection of the annually recurring operations and maintenance non-ad valorem special assessments on all assessable lands in the amount contained for each parcel’s portion of the FY 2022-2023 Budget (“**O&M Assessments**”);

WHEREAS, the Board desires to collect the annual installment for the previously levied debt service non-ad valorem special assessments (“**Debt Assessments**”) in the amounts shown in the FY 2022-2023 Budget;

WHEREAS, the District adopted an assessment roll as maintained in the office of the District Manager, available for review, and incorporated as a material part of this Resolution by this reference (“**Assessment Roll**”);

WHEREAS, it is in the best interests of the District to certify a portion of the Assessment Roll on the parcels designated in the Assessment Roll to the Tax Collector pursuant to the Uniform Method and to directly collect a portion of the Assessment Roll on the parcels designated in the Assessment Roll through the direct collection method pursuant to Chapter 190, Florida Statutes; and

WHEREAS, it is in the best interests of the District to permit the District Manager to amend the Assessment Roll, including the property certified to the Tax Collector by this Resolution, as the Property Appraiser updates the property roll, for such time as authorized by Florida law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD:

Section 1. Benefit from Activities and O&M Assessments. The provision of the activities described in the FY 2022-2023 Budget confer a special and peculiar benefit to the lands within the District, which benefits exceed or equal the O&M Assessments allocated to such lands. The allocation of the expenses of the activities to the specially benefited lands is shown in the FY 2022-2023 Budget and in the Assessment Roll.

Section 2. O&M Assessments Imposition. Pursuant to Chapter 190, Florida Statutes and procedures authorized by Florida law for the levy and collection of special assessments, the O&M Assessments are hereby imposed and levied on benefited lands within the District in accordance with the FY 2022-2023 Budget and Assessment Roll. The lien of the O&M Assessments imposed and levied by this Resolution shall be effective upon passage of this Resolution.

Section 3. Collection and Enforcement of District Assessments.

- a. **Uniform Method for certain Debt Assessments and certain O&M Assessments.** The collection of the Debt Assessments and O&M Assessments on certain lands designated for collection using the Uniform Method as described in the Assessment Roll, shall be at the same time and in the same manner as County taxes in accordance with the Uniform Method. All assessments collected by the Tax Collector shall be due, payable, and enforced pursuant to Chapter 197, Florida Statutes.
- b. **Direct Bill for Certain Debt Assessments.**
 - i. The Debt Assessments on undeveloped and unplatted lands will be collected directly by the District in accordance with Florida law, as set forth in the Assessment Roll.
 - ii. Debt Assessments directly collected by the District are due in full on December 1, 2022; provided, however, that, to the extent permitted by law, the Debt

Assessments due may be paid in several partial, deferred payments and according to the following schedule:

1. 50% due no later than December 1, 2022
 2. 25% due no later than February 1, 2023
 3. 25% due no later than May 1, 2023
- iii. In the event that a Debt Assessment payment is not made in accordance with the schedule stated above, the whole Debt Assessment – including any remaining partial or deferred payments for Fiscal Year 2022-2023 as well as any future installments of the Debt Assessment – shall immediately become due and payable. Such Debt Assessment shall accrue interest (at the applicable rate of any bonds or other debt instruments secured by the Debt Assessment), statutory penalties in the amount of 1% per month, and all costs of collection and enforcement. Such Debt Assessment shall either be enforced pursuant to a foreclosure action, or, at the District's sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties, interest, and costs of collection and enforcement.
- iv. In the event a Debt Assessment subject to direct collection by the District shall be delinquent, the District Manager and District Counsel, without further authorization by the Board, may initiate foreclosure proceedings pursuant to Chapter 170, Florida Statutes or other applicable law to collect and enforce the whole assessment, as set forth herein.

c. Direct Bill for Certain O&M Assessments.

- i. The O&M Assessments on certain lands (as designated for direct collection in the Assessment Roll) will be collected directly by the District in accordance with Florida law, as set forth in the Assessment Roll.
- ii. O&M Assessments directly collected by the District are due in full on December 1, 2022; provided, however, that, to the extent permitted by law, the O&M Assessments due may be paid in several partial, deferred payments and according to the following schedule:
 1. 50% due no later than December 1, 2022
 2. 25% due no later than February 1, 2023
 3. 25% due no later than April 1, 2023
- iii. In the event that an O&M Assessment payment is not made in accordance with the schedule stated above, the whole O&M Assessment may immediately become due and payable. Such O&M Assessment shall accrue statutory penalties in the amount of 1% per month and all costs of collection and enforcement. Such O&M Assessment shall either be enforced pursuant to a foreclosure action, or, at the District's sole discretion, collected pursuant to the Uniform Method on a future tax bill, which amount may include penalties and costs of collection and enforcement.

- d. Future Collection Methods.** The decision to collect special assessments by any particular method – e.g., on the tax roll or by direct bill – does not mean that such method will be used to collect special assessments in future years, and the District reserves the right in its sole discretion to select collection methods in any given year, regardless of past practices.

Section 4. Certification of Assessment Roll. The Assessment Roll is hereby certified and authorized to be transmitted to the Tax Collector.

Section 5. Assessment Roll Amendment. The District Manager shall keep apprised of all updates made to the County property roll by the Property Appraiser after the date of this Resolution and shall amend the Assessment Roll in accordance with any such updates, for such time as authorized by Florida law. After any amendment of the Assessment Roll, the District Manager shall file the updates to the tax roll in the District records.

Section 6. Assessment Challenges. The adoption of this Resolution shall be the final determination of all issues related to the O&M Assessments as it relates to property owners whose benefited property is subject to the O&M Assessments (including, but not limited to, the determination of special benefit and fair apportionment to the assessed property, the method of apportionment, the maximum rate of the O&M Assessments, and the levy, collection, and lien of the O&M Assessments), unless proper steps shall be initiated in a court of competent jurisdiction to secure relief within 30 days from adoption date of this Resolution.

Section 7. Procedural Irregularities. Any informality or irregularity in the proceedings in connection with the levy of the O&M Assessments shall not affect the validity of the same after the adoption of this Resolution, and any O&M Assessments as finally approved shall be competent and sufficient evidence that such O&M Assessment was duly levied, that the O&M Assessment was duly made and adopted, and that all other proceedings adequate to such O&M Assessment were duly had, taken, and performed as required.

Section 8. Severability. The invalidity or unenforceability of any one or more provisions of this Resolution shall not affect the validity or enforceability of the remaining portions of this Resolution, or any part thereof.

Section 9. Effective Date. This Resolution shall take effect upon the passage and adoption of this Resolution by the Board.

Passed and Adopted on July 8, 2022.

Attested By:

**Lynwood
Community Development District**

Print Name: _____
Secretary/Assistant Secretary

Print Name: _____
Chair/Vice Chair of the Board of Supervisors

Exhibit A: FY 2022-2023 Budget

Tab 5

RESOLUTION 2022-05

A RESOLUTION OF THE BOARD OF SUPERVISORS OF LYNWOOD COMMUNITY DEVELOPMENT DISTRICT DESIGNATING DATES, TIME AND LOCATION FOR FISCL YEAR 2022-2023 REGULAR MEETINGS OF THE BOARD OF SUPERVISORS OF THE DISTRICT, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Lynwood Community Development District (hereinafter the "District") is a local unit of special-purpose government created and existing pursuant to Chapter 190, Florida Statutes, being situated entirely within Hillsborough County, Florida; and

WHEREAS, the District's Board of Supervisors (hereinafter the "Board") is statutorily authorized to exercise the powers granted to the District; and

WHEREAS, all meetings of the Board shall be open to the public and governed by the provisions of Chapter 286, Florida Statutes; and

WHEREAS, the Board is statutorily required to file annually, with the local governing authority and the Florida Department of Economic Opportunity, a schedule of its regular meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF LYNWOOD COMMUNITY DEVELOPMENT DISTRICT:

Section 1. Regular meetings of the Board of Supervisors of the District shall be held as provided on the schedule attached as **Exhibit A**.

Section 2. In accordance with Section 189.015(1), Florida Statutes, the District's Secretary is hereby directed to file annually, with Hillsborough County, a schedule of the District's regular meetings.

Section 3. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 8th day of JULY, 2022.

ATTEST:

**LYNWOOD COMMUNITY
DEVELOPMENT DISTRICT**

Asst. Secretary

Chair / Vice Chair

EXHIBIT "A"

**LYNWOOD COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS MEETING DATES
FOR FISCAL YEAR 2022-2023**

October 14, 2022
November 11, 2022
December 9, 2022
January 13, 2023
February 10, 2023
March 10, 2023
April 14, 2023
May 12, 2023
June 9, 2023
July 14, 2023
August 11, 2023
September 8, 2023

All meetings will convene at 11:00 AM, at the offices of Rizzetta & Company, located at 2700 Falkenburg Road Suite 2745, Riverview, Florida 33578.